

Financial Benefits



Work Life Balance



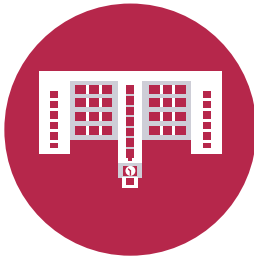
Wellbeing



Your Career



A great place to work



National Audit Office



An annual statement of the Office's total reward package, summarising the wider benefits available to you, in addition to your salary.

# NAO total reward

## A great place to work

### Modern working environment

We operate over two open plan offices, centrally located in London and Newcastle and equipped with a host of on-site facilities.

### NAO values

Our Values are integral to the way we work and underpin everything we do: independent, authoritative, collaborative and fair.

### Diversity and Inclusion

We place a high value on diversity and inclusion and we have an ambitious diversity strategy and agenda that reflects this. Our diversity networks play an important part in helping us become a truly diverse and inclusive employer.

## Making a difference

Working with highly motivated and professional colleagues from a range of disciplines, your work has real impact on the nation.

### Social events

The Office and the NAO Sports & Social Association coordinate a varied calendar of activities from quizzes to sporting events bringing people from all areas of the Office together.

### Employee voice

In addition to our newly launched Employee Advisory Forum we consult widely through the trade union and a range of networks to actively listen to your views. We also conduct an annual people survey and operate an Ideas scheme, which has received some great suggestions since its launch.



DP Ref 10478-001 Date: November 2014

Our People Directors work closely with cluster colleagues to support and develop your career and equip you with opportunities to develop your skills.



Cluster Support

There are plenty of opportunities to progress your career at the NAO and we support your development through mentoring schemes and talent programmes such as Future Leaders and Direct. **59 promotions** took place in 2013-14.



Career Development



We offer varied and challenging work opportunities, providing a unique perspective on government. We also offer secondments and work shadowing programmes.



Work Opportunities

We invest heavily in your learning and development, ranging from technical accountancy training to personal, management and leadership development. Our investment in this area amounts to **£1,500** per employee per year.



Learning & Development

### Generous pension and life insurance



The Office contributes **16–24%** of your salary to the Principal Civil Service Pension Scheme (PCSPS), which includes a death in service benefit up to **2 times** your salary. The NAO also operates an additional life insurance scheme equal to **a year's salary**.

### Employee discount scheme



You have access to a leading lifestyle management portal which provides savings of up to **70%** and **cashback offers** on everyday spending and luxury items. <https://naodiscounts.xexec.com/>

### Cycle to work



You can benefit from the tax-free Cycle to Work Scheme, which allows you to obtain a bicycle for use mainly for travel to and from work up to the value of **£1,000** (including VAT) by hire agreement.

### Flexible working



We recognise the importance of helping you manage your work life balance and support a range of flexible options. We have acquired advanced touchscreen laptops and smartphones to enhance flexibility. This investment equates to around **£800 per employee**.

### Family support leave



We provide generous family leave above and beyond statutory entitlements, including **six months** maternity leave on full pay, and **two weeks** paternity leave on full pay.

### Employee Assistance Programme (EAP)



We provide you with free, independent and confidential expert support through our EAP, provided by CIC, with support available 24 hours a day. This includes up to **six counselling sessions** per year. <http://merlin/CorporateServices/HR/EmployeeAssist.htm>

### Support during illness



If you happen to fall ill we will normally pay you at full pay for up to **5 months** and at half pay for up to a further **5 months**. We work with our Occupational Health provider to support your return to work and any necessary adjustments.

## Financial Benefits



### Professional subscriptions

We pay the professional subscriptions for your membership of recognised accountancy bodies, or other professional organisations relevant to your work. ICAEW membership is **£330 per annum**.



### Childcare vouchers

If you meet the relevant criteria we will continue to provide salary added vouchers worth up to **£3,120** per annum through to November 2018. We also run a salary sacrifice scheme, which provides tax and national insurance savings, and will continue after the salary added scheme closes.



### Season ticket loan

**Interest free** season tickets loans are available if your contract is for a year or more. You will be given an advance of salary for the value of your season ticket and the loan will be reclaimed from your net salary in monthly instalments for the duration of the season ticket.



### Payroll giving

We operate a payroll giving service, which provides you with a tax efficient means of donating to good causes through your salary.



### Annual leave and special leave

You receive up to **32 days** of annual leave and **8 days** public holiday as well as the opportunity to apply for special leave and career breaks. We also provide you with support to undertake volunteering activities.

## Work Life Balance



### Subsidised gym

If you are based in London, you have access to an onsite gym and fitness classes at subsidised rates and in Newcastle you can reclaim up to **£200** of a gym membership fee.



### Regular Health checks

We offer regular health checks through our provider, Health Management, including a comprehensive screening report. This equates to **£70** per employee.



### Eyesight tests

We will reimburse you for an eyesight test and up to **£60** of the cost of glasses required for computer use.

## Wellbeing